



**Board of Cooperative Educational Services
Sole Supervisory District
St. Lawrence-Lewis Counties
P.O. Box 231, 40 W. Main Street
Canton, New York 13617**

**Board of Education Meeting Date: June 3, 2021
BOE APPROVED: July 1, 2021**

The regular meeting of the Board of Cooperative Educational Services of the Sole Supervisory District of St. Lawrence-Lewis Counties was held on Thursday, June 3, 2021 at the Educational Services Center, 40 W. Main Street, Canton, New York beginning at 5:30 pm.

Roll Call:

Present: Roger Bennett, James Young, Michael Miller, Jack Zeh, James Lattimer, Cindy McLean, Michael Davis, and Kevin Wells

Excused: William Cartwright

Others Present: Thomas Burns, Darin Saiff, Maureen Bouchey, Marshall Fiese, Renee' Langtry-Green, Jane Akins, Nicole Ashley, Kevin Perretta, Lori Remington, Ben Scharf, Karen Locey, Peggy Hayes, Jayne Carbone, and Ward Remington

All members stood for the Pledge of Allegiance.

The Board of Education acknowledged the 2020-2021 retirees:

- Hanan Almuti – 19 years of service
- Shelley Bayne – 22 years of service
- Karen Behm – 21 years of service
- Susan Bouchey – 30-1/2 years of service
- Jayne Carbone – 30 years of service
- Michelle Cote – 20 years of service
- Peggy Hayes – 22 years of service
- Robert Higgins – 11 years of service
- Benjamin Jones – 15-1/2 years of service
- Patrick Keenan – 20 years of service
- Lori Kingrey – 21-1/2 years of service
- Jane Lashombe – 29 years of service
- Kathy Lillie – 9 years of service
- Karen Locey – 20 years of service
- Brenda Mattice-Thurman – 23 years of service
- Carolyn McPherson – 30 years of service

Jennifer Myers – 21 years of service
Amy Pastuf – 2-1/2 years of service
Mary Putney – 20 years of service
Timothy Scagel – 15 years of service
Ben Scharf – 30 years of service
Anne Champine – 20 years of service
Sue Sprague – 13 years of service
Anna Trombley – 12 years of service
Becky VanOrnum – 16-1/2 years of service

No. 2021- 107
ALL PERSONNEL
BOARD ACTION AS
FOLLOWS:

Motion made by Young seconded by McLean, seconded by .

Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby approve the attached Personnel action: All of the following appointments are conditional, pending clearance from the State Education Department, pursuant to Chapter 180 of the Laws of 2000 of the State of New York.

(In accordance with [Board Policy #5150](#) – Recruitment, Selection, & Appt. of Personnel)

Yeas: All members present
Nays: None

No. 2021 – 108
UNEMPLOYMENT
RESERVE FUND

Motion made by McLean seconded by Young.

Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby authorize expending the New York State Unemployment Insurance payments, up to \$165,000, from the Unemployment Insurance Reserve for the 2020-2021 fiscal year.

(In accordance with [Board Policy #4310](#)– Purchasing Policy)

Yeas: All members present
Nays: None

No. 2021 – 109
RESERVE PLAN

Motion made by Young seconded by Wells.

Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby approve the funding plan for the previously established reserve funds.

(In accordance with [Board Policy #4484](#) – Financial Accountability)

Yeas: All members present
Nays: None

No. 2021 – 110
TRANSFER OF
MONIES FROM
GENERAL TO
CAPITAL FUND

Motion made by Davis seconded by Young.

Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does approve the

following transfers from General Fund 002 CoSer into the Capital Fund for future storage building projects:

- Up to \$100,000 (capital expenditure)

(In accordance with [Board Policy #4130](#) – Administration of Budget)

Yeas: All members present

Nays: None

**No. 2021 – 111
RESERVE FOR
ACCRUED
EMPLOYEE
BENEFITS LIABILITY
2021-2022 SCHOOL
YEAR**

Motion made by Young seconded by McLean.

Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby authorize transferring up to \$162,000.00 into the Reserve for Accrued Employee Benefits Liability from the General Fund on June 30, 2021 to accrue unused accumulated leave time for those anticipated to separate from service in the 2021-2022 school year.

(In accordance with [Board Policy #4130](#) – Administration of Budget)

Yeas: All members present

Nays: None

**No. 2021 – 112
RESERVE FOR
ACCRUED
EMPLOYEE
BENEFITS
LIBABILITY 2020-
2021 SCHOOL YEAR**

Motion made by Young seconded by McLean.

Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby authorize expending up to \$175,000 from the Reserve for Accrued Employee Benefits Liability to pay for unused accumulated leave time for those separating from service in the 2020-2021 school year.

(In accordance with [Board Policy #4130](#) – Administration of Budget)

Yeas: All members present

Nays: None

**No. 2021 – 113
CLOSURE OF
ACCOUNT**

Motion made by Young seconded by Davis.

Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby approve the closure of the Memorial Trust bank account.

(In accordance with [Board Policy #4130](#) – Administration of Budget)

Yeas: All members present

Nays: None

**No. 2021 – 114
INSTALLMENT
PURCHASES**

Motion made by McLean seconded by Young.

Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby approve the installment purchases for:

- Hammond Central School District for two (2) network printers with Advanced Business Systems which were approved at the Hammond Board of Education meeting on May 18, 2021.

The equipment is being purchased through CoSer 506, Instructional Technology. In accordance with NYS Education Law, installment purchases require approval by board resolution and approval by the State Education Department.

(In accordance with [Board Policy #4310](#) – Purchasing Policy)

Yeas: All members present

Nays: None

**No. 2021 - 115
CONSENT AGENDA**

Motion made by Young, seconded by Davis.

Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby approve the consent agenda:

- Minutes of Regular Meeting – [May 12, 2021](#) Board Meeting
(In accordance with [Board Policy #1432](#) – Order of Business at Regular Board Meetings)
- Treasurer's Report for period ending May 31, 2021
(In accordance with [Board Policy #1432](#) – Order of Business at Regular Board Meetings)

A. Account Balances

General Fund	\$ 3,683,883.96
Federal Fund	\$ 357,222.07
Trust & Agency Fund	\$ 812.06
Payroll Fund	\$ 0.00
Capital Renovation Project	\$ 1,870,711.70
Capital Equipment Reserve	\$ 200,938.41

B. Current Budget Allocation

[Budget Report](#)

[District Billing](#)

General Fund Budget..... \$ 69,447,175.71

- Cooperative Bids
(In accordance with [Board Policy #4310](#) – Purchasing Policy)
 - Furniture – 2021-2022
 - Musical Instruments and Supplies – 2021-2022
 - Audio Visual Equipment and Supplies – 2021-2022

- Donations
(In accordance with [Board Policy #4230](#) – Acceptance of Gifts, Grants, and Bequests to BOCES)
 - One (1) 1990 Dyanpac steel two drum roller to Southwest Technical Center from the Town of Fowler Highway Department with an approximate value of \$3,000.00.

 - Donation of the following kitchen equipment:
 - Stainless Steel Prep Tables – Watertown City School
 - Stainless Steel Prep Tables, Utility Carts, Meat Slicer, and Shelving – Ag Academy
 - Utility Carts – Clifton Fine Central School
 - Ice Machines and stand – Colton-Pierrepont Central School
 - Mixer with Stand & Attachments – Potsdam Central School
 - Two Bay Sink – Gouverneur Central School
 - Shelving – Massena Central School
 - Reach in Cooler – Norwood Norfolk Central School
 - Food Chopper – Morristown Central School
 - Food Slicer and Cart – Edwards-Knox Central School

- Intermunicipal Cooperation Agreement – Town of Fowler
(In accordance with [Board Policy #4310](#) – Purchasing Policy)

Approval of the Inter municipal Cooperation Agreement between St. Lawrence-Lewis BOCES and the Town of Fowler for purposes of shared resources in the undertaking of public works or other municipal and/or education related projects and services for the period of July 1, 2021 – June 30, 2022.

- Certification Re-Approval of Four (4) CTE Programs
(In accordance with [Board Policy #7170](#) – Instructional Technology)
 - Cosmetology
 - Education and Human Services
 - Heavy Equipment
 - Natural Resource Management

Yeas: All members present

Nays: None

Reports: [Thomas R. Burns, District Superintendent](#)
[Darin Saiff, Assistant Superintendent for Instruction](#)

Discussion Items: None

Informational Items: Update on Facilities – K. Perretta

Presentations: None

Other: None

No. 2021 - 116 Motion made by Young, seconded by Wells to adjourn the meeting at
ADJOURNMENT 6:58 pm.

Yeas: All members present
Nays: None

Maureen A. Bouchey, District Clerk